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CAREER SERVICE PANEL
Minutes of the Meeting
7 October 1968

Attendees:

25X1A9a



Chairman

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Recording Secretary

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promotion action)

Absentees:

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1. The meeting was called to order by [REDACTED],
Chairman at 0910 hours.

2. There were no additions to the agenda for 7 October 1968.

3. There were no corrections to the minutes of 17 September 1968.
at this time of the meeting. Later on in the meeting, at the request
of CSP members attending the wording of Item 6, Minutes of 17 September
1968 was changed to read as follows:

The Career Service Panel meeting of ORD Division Chiefs
was held on 16 September and to the noon of 17 September
1968. All Division Chiefs were present and an interim
oral report on the activities was presented to Mr. Chapman
and [REDACTED] on the morning of 17 September.
A written report, prepared by [REDACTED] and augmented
by comments by other participants, will be made a part of
the CSP records.

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4. [REDACTED] reported on the following:

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PROMOTIONS (Approved by OP)

Sec-Steno - GS-5 to GS-6 - Security Office/ORD

Secy-Steno - GS-5 to GS-6 - An/ORD

Clerk Typist - GS-5 to GS-6 - An/ORD

EO/ORD - GS-14 to GS-15

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Phys. Scientist - Res/Optics/ORD from GS-15 to

SPS-001

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4. (Continued)

25X1A9a ADDITIONS

25X1A9a [REDACTED] - Phys. Scien. Res - SPS-003 - An/ORD

[REDACTED] - Secy-Steno - GS-5 - Optics/ORD

[REDACTED] Clerk Typist - GS-4 - PC/ORD

[REDACTED] Clerk Typist - GS-3 - Admin/ORD

25X1A9a [REDACTED] Career Trainee in MBSD/ORD

25X1A9a [REDACTED] TSD loan - working with [REDACTED] TAPP/ORD

[REDACTED] - OEL - working with SPG/ORD

25X1A9a TERMINATIONS - TRANSFERS

[REDACTED] - Optics/ORD to NPIC as of 30 Aug 68.

25X1A9a [REDACTED] - Secy-Steno - GS-5, BSD/ORD - leaving area.

[REDACTED] Secy-Steno - GS-5, Admin/ORD was on LWOP and

has now terminated to stay in home area.

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25X1A9a 5. Motion was made by [REDACTED] to recommend [REDACTED] AP/ORD for a Quality Step Increase from GS-13, step 2 to GS-13, step 3. CSP concurred unanimously in the request. Motion carried.

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The Chairman asked [REDACTED] to supply a more recent fitness report which would be included in the paperwork for the QSI to be forwarded to OP.

6. Career Service Panel members then discussed their views on the CSP semi-annual report. Suggestions were made by the members that this report contain more publicity on quality step increases and promotions actions and more highlights on training.

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[REDACTED] appointed a committee: [REDACTED] and [REDACTED] and requested that they provide the Panel with a recommendation as to what kind of information should be included in the CSP report. [REDACTED] asked that this information be made available at the next CSP meeting on 4 November 1968.

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[REDACTED] recommended that perhaps Messrs. [REDACTED] could draft a report outlining their guidelines and make it available to the other members of the Panel in order that they might discuss it at the next CSP meeting.

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7. Motion was made by [REDACTED] that CSP recommend [REDACTED] for promotion from GS-13 to GS-14. Five voted in favor of the action. [REDACTED] was not in favor of the action because he felt that with a limited amount of headroom, as in this case, the relative merits should be taken in account, aside from time and grade which become limiting factors when considering an employee for promotion. Motion carried.

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[REDACTED] was asked to provide a more recent fitness report on [REDACTED] was also asked to prepare a memorandum for D/ORD on change of scope of the job now being done by [REDACTED] The information, in turn, can be used in an attempt to get a GS-14 grade re-established.

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7. (continued)

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It should also be noted here that [REDACTED] stated that [REDACTED] promotion action was considered even though it was out-of-schedule. He felt that the employee should not suffer because of recent changes in AP and [REDACTED] reassignment to SPG/ORD.

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8. [REDACTED] made a statement of intent that he would initiate a promotion action on [REDACTED] from GS-13 to GS-14.

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9. Discussion followed on competitive evaluation and ratings of A, B, C, D and W in an attempt to give [REDACTED] more background information.

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10. [REDACTED] left the meeting at 1004 hours.

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11. CSP Symposium was discussed under new business. [REDACTED] informed the Panel that when he asked for comments from those who attended the symposium, he was not proposing to take everybody's comments and come up with a revised report. He turned these comments over to [REDACTED] who, in turn, could present them to Mr. Chapman. [REDACTED] commented that no final report could be written because it could not reflect all the views of so many in one report. He stated further that no one person could possibly report everything discussed in 1 1/2 days. [REDACTED] also stated that it would be interesting to get a reaction report from Mr. Chapman and [REDACTED]

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[REDACTED] stated that he objected to the inclusion of derogatory remarks on management in the report. He said he would not have participated in such a discussion if he had known this would be done. [REDACTED] stated that [REDACTED] would be derelict to his duties of office if he sees something that needs correction and does not try to do something about it.

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12. The next meeting of the CSP will be on 4 November 1968.

13. Meeting adjourned at 1025 hours.

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[REDACTED]
Executive Secretary/CSP

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[REDACTED]

Chairman

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